

Community Preservation Committee

Meeting Minutes

October 4, 2017

7:30pm

Second Floor Conference Room, Town Hall Annex

In attendance were: Andrew Bengtson
Eugene Benson
Eric Helmuth
Leslie Mayer
Richard Murray
JoAnn Robinson
Clarissa Rowe
Charles Tirone

Not in attendance:

Also in attendance: Jim Feeney, Assistant Town Manager
Amy Fidalgo, Management Analyst

1. **Meeting Opened:** Eric Helmuth called the meeting to order at 7:30pm. The Committee reviewed and discussed the meeting minutes of August 30, 2017 and September 19, 2017. Richard Murray moved to approve the minutes of August 30, 2017 and September 19, 2017 as amended. Andrew Bengtson seconded. All voted in favor.
2. **Discussion of Preliminary Applications:** Eric Helmuth reviewed the preliminary application process in which the primary purpose is to determine CPA eligibility. The Committee suggested that for future preliminary applications applicants should be required to select which box their project fits into on the D.O.R. eligibility grid.
 - a. Housing Corporation of Arlington (Downing Square Broadway Initiative): The Committee discussed that they want to know what specific aspects of this project will be funded by CPA. Eric Helmuth commented that the application does not say what phase this project is in; the Committee agreed it would like to have a timeline presented in HCA's final application, as well as to understand how the Broadway project fits into the application. JoAnn Robinson commented that this preliminary application is the same application that was submitted last year.
 - b. Arlington Historical Society (Supplemental to the 2016 Grant/ Historic Preservation of Jason Russell House): Jim Feeney noted that AHS had been given questions following its presentation to the Committee at the last meeting. Not all of the CPAC's questions have been answered yet, but AHS should have more information for the Committee once it meets with the Massachusetts Historical Commission. The application was submitted as a placeholder. Clarissa Rowe said that the reports provided by AHS are helpful because it allows the CPAC to understand the timeline of this project. Jim Feeney mentioned that AHS does not intend to put off the imminent work that was presented to the Committee at the last meeting, so this work will occur before Special Town Meeting in January; there may be some tasks that can be delayed until after Special and Annual Town

Meetings, but this needs to be discussed with architect and contractor. Eric Helmuth added that by law there is nothing that states a municipality cannot reimburse an outside entity for retroactive work. The Committee discussed how Town Meeting might react to a reimbursement of funds for CPA work. Jim Feeney said that the larger of the two applications for \$79,500 is the cost of the full project. If AHS were to receive a MHC grant, money would be returned to the CPA fund.

- c. Battle Road Scenic Byway (Battle Road Scenic Byway Historic Signage Location Study): Clarissa Rowe said she would like to raise the amount of the request to \$3k. Clarissa Rowe summarized the history of the Scenic Byway initiative and added that CPA funds cannot pay for signs, but can pay for a study of where signs will go. Chuck Tirone discussed whether or not this application fits into a CPA category. Eugene Benson commented that he does not think this application fits into the CPA category. Clarissa Rowe said there are similarly funded projects listed on the Community Preservation Coalition's website. Eric Helmuth recommended getting in touch with the Coalition to have them provide further information about how other towns categorized and approved similar signage studies through CPA.
- d. Old Schwamb Mill Barn: JoAnn Robinson said that she thinks the OSMB needs a Master Plan; if the CPAC is going to receive yearly applications the Committee needs to know the long term plan of the property. Clarissa Rowe said she did not think there was enough contingency included in their preliminary application. Clarissa Rowe said that they should also be reminded to apply for a grant from the local preservation fund.
- e. Park and Recreation (Arlington Reservoir Design and Engineering): Leslie Mayer said that the Park and Recreation Commission is working with Weston and Sampson to determine priorities for their final application and to find additional grants. Leslie Mayer provided an update to the Committee on the status of the ecological assessment done at the Reservoir. Chuck Tirone asked about the concession stand mentioned in the preliminary application. Leslie Mayer stated that since the concession stand is part of the bathhouse and is preexisting and supports the beach operation, CPA funds can be used to restore the facility.
- f. Mystic River Watershed Association (Mill Brook Linear Park Pilot Phase II): Chuck Tirone said that the Conservation Commission has not received any updates on this project. Jim Feeney stated the project has not begun yet, and that an RFP is still in the process of being prepared in conjunction with the Planning Department. The Committee discussed whether a Phase II application is premature, since Phase I has not yet started.
- g. A-Pool (Feasibility Study for Community Aquatic Facility): Eric Helmuth discussed guidance received from the Community Preservation Coalition. He summarized that CPA money cannot be used to study a project expenditure that is not eligible for CPA funding, such as creating an indoor aquatic center. The CPAC could fund the portion of the study that looking only at outdoor aquatic venues. The Committee discussed that this project would need a Town department to partner with. Leslie Mayer commented that this would not be a priority for the Park and Recreation Commission at this time, given their other projects.

- h. Arlington Public Schools (Hardy Elementary Playground): Eric Helmuth summarized the research done in conjunction with the CPA Coalition regarding use of CPA funds used for school playgrounds; this is ultimately a local decision. The School Department has also submitted this request to the Capital Planning Committee, and there is currently \$120k scheduled to be funded in the FY19 capital plan. Jim Feeney said the current playground estimate is closer to \$150k. Clarissa Rowe said the project could cost closer to \$175k, and that CPAC funding could be used here to take pressure off the Capital Plan and budget.

The Committee discussed certain restrictions that would be required if this project were to be funded, including public access to the playground after school hours, an improved fence on the Lake Street side, and a commitment that the playground would stay intact for at least the expected life of the equipment. Chuck Tirone asked if this playground would be included in the Maintenance Working Group discussions. Jim Feeney stated Recreation, Facilities and Public Works have already begun discussing playground inspection and maintenance.

- 3. **Update on CPA Financials:** Eric Helmuth reviewed the projected FY19 revenues. Local surcharge is estimated at \$1.4m and state match is estimated at \$200k.
- 4. **CPA Project Updates:** There are no CPA project updates at this time.
- 5. **Other Business:** None

Eugene Benson moved to adjourn at 9:10pm. Richard Murray seconded. All voted in favor.